

## Volume 4. Aircraft Equipment and Operational Authorizations

### CHAPTER 4. MINIMUM EQUIPMENT LISTS (MEL) AND CONFIGURATION DEVIATION LISTS (CDL)

#### SECTION 2. MASTER MINIMUM EQUIPMENT LISTS (MMEL) DEVELOPMENT AND APPROVAL PROCESS

**1105. GENERAL.** This section contains information for aviation safety inspectors (ASI) concerning the development, approval, and revision process of MMELs.

**1107. PROPOSED MASTER MINIMUM EQUIPMENT LIST (PMMEL).** The first requirement for producing an initial MMEL is the development of a PMMEL that reflects the manufacturer's concepts of which items can be inoperative. The FAA encourages the aircraft manufacturer to develop a PMMEL during the aircraft certification process. The aircraft manufacturer coordinates with the aircraft evaluation group (AEG) and the aircraft operators throughout the PMMEL development process. Manufacturers and operators seeking consideration for relief for operating with certain items of equipment inoperative must provide supporting documentation that sufficiently substantiates their requests. In addition to including an evaluation of the potential outcome of operating with items that are inoperative, this documentation should consider the subsequent failure of the next critical component, the interrelationships between items that are inoperative, the impact on approved flight manual procedures, and the increase in crew workload. The PMMEL must not conflict with the approved flight manual limitations, configuration maintenance procedures (CMP), or airworthiness directives (AD). The PMMEL should specify suitable limitations in the form of placards, maintenance procedures, crew operating procedures, and other restrictions as necessary to ensure an acceptable level of safety. To substantiate these considerations, the manufacturer must provide demonstrations that include evaluation flights as necessary. AEG participation or observation in demonstration flights may be required and should be scheduled in conjunction with the certification test program or the Flight Standardization Board's (FSB) operational evaluation, whenever possible. The manufacturer develops the PMMEL in a format acceptable to the Administrator and submits it to the AEG for review.

**1109. INITIAL MMEL APPROVAL PROCESS.** To initiate the MMEL approval process, the AEG schedules Flight Operations Evaluation Board (FOEB) meetings to review and evaluate the PMMEL for technical accuracy and acceptability. Interested parties, such as the manufacturer,

operators, and interested aviation community representatives, are invited to participate in these meetings. The FOEB discusses each PMMEL item with the interested participants and recommends approval, modification or disapproval for each item. If consensus cannot be reached, an item may be held open for further consideration or until more information is gathered. The manufacturer or operator must resubmit, with additional justification, items not acceptable or held open by the FOEB. The PMMEL is the initial manufacturer and AEG working document used to develop the draft MMEL and establishes the working relationship between the initial operators and the FOEB chairman. The FOEB chairman arranges to have the draft MMEL on the MMEL website, <http://ksn.faa.gov/km/avr/afs/afs200/mmel/>, for operator and industry review and then will receive comments within the time period indicated. (For access to this website, contact AFS-260 at (202) 267-8166.) The FOEB will review and discuss the recommendations and comments and revise the draft MMEL as necessary. After the coordination of the draft MMEL with field and industry has been properly completed, the Air Transportation Division, AFS-200, Washington Headquarters, will post the MMEL "as approved" on the MMEL website for access by industry for preparing individual operator MELs.

**1111. MMEL REVISION PROCEDURES.** While an MEL is approved at the district office level, an MMEL revision is reviewed and approved by the appropriate AEG. An individual operator, the FAA, or industry may request changes to an MMEL. The AEG will consider those items requested by users based on operational considerations that indicate needed relief. Proposed changes that are generated by an operator should be submitted through the principal operations inspector (POI) when the need becomes apparent. Proposed changes are forwarded by the POI, with recommendations, to the appropriate AEG for consideration at the next scheduled FOEB meeting or electronic FOEB via the MMEL website. A description of the types of MMEL revisions is contained in section 4 of this chapter. Revisions to the MMELs are approved in the same manner as initial MMELs; that is, after proper coordination has been completed, the Air Transportation Division will post the revision on the MMEL website, <http://ksn.faa.gov/km/avr/>

afs/afs200/mmel/, for industry to use to revise their individual MELs.

### 1113. LEAD AIRLINE CONCEPT.

A. For certain air carrier airplanes, an air carrier representative will be designated by industry as Lead Airline representative to coordinate with the aircraft manufacturer, other operators, and the FOEB chairman. The purpose of the Lead Airline representative is to expedite the FOEB process and MMEL revision for the affected airplane. The Lead Airline representative will conduct coordination meetings, as required, and will develop the FOEB agenda in a manner acceptable to the FOEB chairman. The Lead Airline representative will also coordinate industry participation at the FOEB meeting and will assist the manufacturer and the FOEB chairman in finalizing the MMEL revision after the meeting.

B. When either a “required revision” or “optional revision” has been issued, the operator should consider the following:

(1) The MMEL revision tracking policy applies only to MMEL changes that are more restrictive than presently published in the operator’s MEL. That is, if the MMEL change provides greater relief than the operator’s MEL, there is no need for the operator to make any change to his/her MEL.

(2) MMEL changes that are more restrictive than the operator’s MEL are to be submitted to the Principal

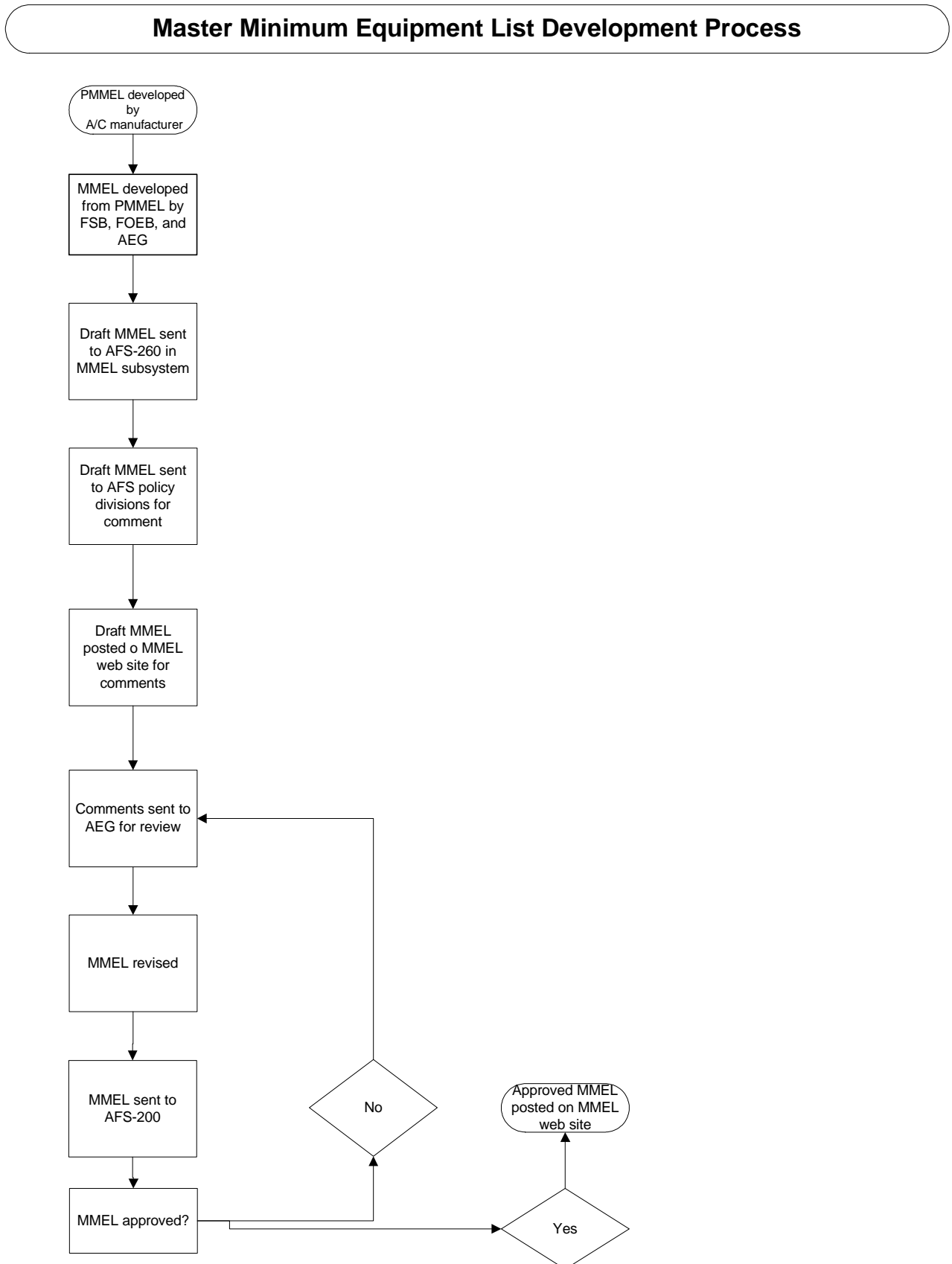
Operations Inspector (POI) within 60 days of the MMEL revision date unless the operator and the POI agree that extenuating circumstances preclude adoption of the specific MMEL item. The POI may authorize an additional 60 days if deemed necessary.

(3) One reason that an operator might be delayed in adopting a revised MMEL item is the time lag between an MMEL revision and publication of the airframe manufacturers recommended MEL procedures. In such cases, the operator is expected to incorporate the MMEL changes that are more restrictive than in his/her MEL, except any that require manufacturer recommended procedures. In this case the operator will advise the POI and, if deemed necessary, the POI will consult with the AEG to determine a reasonable target date for the operator to incorporate and publish the MMEL change.

(4) In the case of a “required revision”, if the revision is not applicable to the operator, he/she should advise the POI of this fact and reissue the MEL Control Page to indicate that the MEL is in compliance with the “required MMEL revision.” No operator action is required for an “optional revision.”

### 1114.-1122. RESERVED.

FIGURE 4.4.2.1. MASTER MINIMUM EQUIPMENT LIST DEVELOPMENT PROCESS



**Figure 4.4.2.1. (con't)**  
**Master Minimum Equipment List Development Process**

- (1) Proposed Master Minimum Equipment List (PM MEL) are developed for new aircraft by the aircraft manufacturer. The PM MEL is not an FAA product and may not be used in Air Transportation operations.
- (2) Master Minimum Equipment Lists (MMEL) are developed for new aircraft and existing aircraft for which an MMEL has never been developed. The documents are produced by an external process involving the Flight Standardization Board (FSB), Flight Operations Evaluation Board (FOEB) and Aircraft Evaluation Group (AEG) for the specific aircraft. The proposed MMEL is forwarded to AFS-200 for comments and processing.
- (3) The draft MMEL is sent to AFS-260 in the computerized MMEL Subsystem.
- (4) The document is then sent to the responsible policy division within AFS for review and comment.
- (5) The draft MMEL is posted on the Operations Specifications website for comment from interested parties both inside and outside the FAA.
- (6) Comments received are collected and sent back to the responsible AEG.
- (7) The AEG reviews the comments, makes changes as necessary and creates an proposed MMEL.
- (8) The proposed MMEL is sent back to AFS-200 for review and approval.
- (9) If the MMEL is acceptable it is approved; or, if not, it is sent back to the AEG with comments for further review and revisions.
- (10) Once the MMEL is approved, it is electronically processed and posted on the OpSpecs web site for download and use.
- (11) The process is then complete.

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